

DEPARTMENT OF  
DEFENSE, VETERANS AND EMERGENCY MANAGEMENT  
Military Bureau  
Joint Force Headquarters, Maine National Guard  
Camp Keyes, Augusta, Maine 04333-0033

28 January 2015

**TECHNICIAN POSITION VACANCY ANNOUNCEMENT #15-011**  
**\*\*\* INDEFINITE POSITION\*\*\***

**POSITION:** Security Officer (D0754000) (GS-0018-11) EXCEPTED POSITION

**LOCATION:** 101<sup>st</sup> Security Forces Squadron, Bangor, Maine

**SALARY RANGE:**

\$58,562 to \$76,131 per annum **GS-11**

**CLOSING DATE:** 13 February 2015

**AREA OF CONSIDERATION:**

**AREA I** - All permanent and indefinite Officer Excepted Technicians in the Maine Air National Guard and personnel with reemployment rights to MeANG positions.

**AREA II** - All Officers members of the Maine Air National Guard.

**PERMANENT CHANGE OF STATION (PCS):** PCS expenses may not be authorized for this position. Authorization for payment of PCS expenses will be granted only after a determination is made that payment is in the best interest of the Maine National Guard.

**DUTIES:** See attached duties and responsibilities.

**MINIMUM QUALIFICATION REQUIREMENTS:** Each applicant must show how they meet the General and Specialized Experience listed below; otherwise, the applicant may lose consideration for this job.

**GENERAL EXPERIENCE:** Experience, education or training that has provided analytical, decision making, or administrative skills which demonstrates the candidate's ability to accomplish the work of an organization. This experience must demonstrate the ability to work cooperatively and successfully with others.

**SPECIALIZED EXPERIENCE:** Must have thirty-six (36) months experience for the GS-11 level which required the applicant to acquire and apply each of the following knowledge, skills, and/or abilities.

## **GS-11**

1. Knowledge of Air Force security police programs and basic management functions, (such as installation security measures; police administration, traffic management etc)
2. Knowledge of planning, directing, coordinating, and controlling base and law enforcement activities.
3. Knowledge of developing, planning and conducting training for regular and auxiliary force in all facets of security and law enforcement.
4. Skill in establishing standards related to security/law enforcement and enforcing standards.
5. Skill in determining personnel requirements for resources protection and law enforcement function.

### **COMPATIBILITY CRITERIA: 31P**

**NOTE:** Personnel who do not possess this AFSC must be prepared to attend the appropriate school.

**SELECTED RESERVE INCENTIVE PROGRAM (SRIP):** Non-Technician Maine National Guard personnel who are SRIP participants (bonus recipients/student loan repayment program) may have their benefits terminated and/or recouped if selected as a permanent military Technician. Applicants should contact the MeANG Incentive Manager Norman Stanton, MSgt DSN - 698-7391 to determine any possible termination and/or recoupment actions that may result from accepting this position.

**HOW TO APPLY:** Detailed instructions are contained in an Instruction Guide titled "Technician Vacancy Announcement Guide" which should be posted with this vacancy announcement. Applicants may apply using the OF Form 612 Optional Application for Federal Employment, a resume, or any other format they choose. In addition to their basic application, applicants are strongly encouraged to complete ME Form 171, Military Experience and Training Supplement. Applications forwarded to HRO should be no more than eight (8) pages although additional pages may be submitted as necessary. Applications should include written or documented proof of education, training, and work experience deemed necessary to adequately respond to general and specialized experience factors listed in the TPVA. Professional licenses or education transcripts necessary to validate qualifications should be submitted as required in the TPVA. Do not include photo copies of awards (a military ribbon rack or civilian certificate), letters of commendation, enlisted or officer performance reports, Technician performance appraisals, and personal photos unless specifically requested in the TPVA". Applications must be forwarded to: Joint Force Headquarters, ATTN: HRO, Camp Keyes, Augusta, Maine 04333-0033, NOT LATER THAN the closing date. Applications received AFTER the closing date WILL NOT BE CONSIDERED. The use of government envelopes, postage or facsimile machines to submit applications is prohibited. We are allowed to receive facsimiles sent from

non-government facsimile machines. The inter-office distribution system may be used. You may also e-mail it to: [ng.me.mearng.list.hro-applications@mail.mil](mailto:ng.me.mearng.list.hro-applications@mail.mil)

**APPOINTMENT:** Selectee will be required to participate in Direct Deposit/Electronic Funds Transfer as a condition of employment. The Adjutant General retains exclusive appointment authority for Technicians. No commitment will be made to any nominee prior to a review of qualifications by this office. The Maine National Guard is an Equal Opportunity Employer. All appointments and promotions will be made without regard to race, color, creed, sex, age or national origin.

**DISSEMINATION:** Supervisors, please post to bulletin boards, read at unit formations and notify personnel who may be interested. Qualified personnel who may be absent during this announcement period due to ADT, AT, TDY, school, illness, etc., should be notified.

WORK: DSN 626-6013/COM (207) 430-6013 FAX: DSN 626-4246/COM (207) 626-4246

FOR THE HUMAN RESOURCES OFFICER:

////S\\  
LISA M. SESSIONS  
CPT, EN  
Human Resources Specialist  
(Recruitment & Placement/Compensation)

25.

D075400

#### Major Duties

This position functions as the Base Chief of Security Police. Supervises and manages security police programs and activities of 25-45 full-time personnel at a National Guard Base, to include installation security, air base ground defense, conventional weapon systems security, law enforcement, training, resource protection, information security, personnel security, industrial security, wartime information security, and security classification management.

Plans, organizes, and directs security police activities. Plans, organizes and directs activities and programs to support base activities such as; security, resource protection, law enforcement, and information security programs. Develops base security operation plans, confrontation management plans, base defense plans, information security programs and resource protection plans. Develops security annexes to other operational or contingency plan, to include deployment of personnel and individual and unit equipment. Develops and implements policies to ensure program effectiveness and efficient use of personnel and equipment. Develops detailed procedures and instructions for such functions as prevention of unauthorized entry of restricted areas and mission essential resources, use of personnel and equipment to defend bases in hostile environments or from terrorist attacks, protection of National Guard resources, enforcement of military law and order, and protection of national security information. Operates and administers base security training programs. Plans for the employment of electronic and other physical security equipment to ensure the most efficient and economical mix of manpower and equipment to achieve required levels of security consistent with existing threat levels. Initiates programming and budgeting actions for initial acquisition, modification, and replacement of security police facilities, vehicles, equipment, and other resources. Establishes performance standards and controls for cost effective use of security police personnel and material.

Supervises security police activities. Assigns and directs security police personnel in normal and emergency operations, including security, law enforcement, and air base defense; crash and disaster control activities; and civil or internal disorders. Insures adequate coverage for shift supervision. Oversees and evaluates subordinate flight's performance and that of the supervisors. Directs the conduct of training programs to meet local and mobility mission requirements.

Conducts, evaluates, and critiques exercises. Ensures professional standards of performance within security police activities through management, supervisory, and inspection programs.

Coordinates security police activities. Advises and coordinates with commanders on security, air base defense, law enforcement, and information security matters. Coordinates the activities of other units which have responsibilities during emergency security or local ground defense operations. Coordinates with other military services and civil agencies on security, air base defense, and law enforcement; mutual support agreements; and host-tenant agreements. Performs technical security police functions. Analyzes security and law enforcement reports and statistics. Review reports of activities occurring during tour of duty. Evaluates the employment of security police weapons to ensure maximum effectiveness. Evaluates the deployment and employment of electronic sensor systems to ensure maximum effectiveness in their installation and use. Conducts staff meetings; and frequently visits activities or work centers for which responsible.

Monitors and directs security police programs. Monitors DOD, State, and Air Force training standards. Analyzes newly developed equipment and weaponry. Initiates programming and budgeting actions for acquisition, modification, and replacement of security police facilities, vehicles, and equipment. Monitors security police programs through inspections, reporting systems, and observation. Evaluates programs by recording, charting, and analyzing the status of discipline, reports of crimes, security violations, and traffic incidents. Determines adequacy of facilities, equipment, and procedures used to account for, store, transmit, and destroy classified material. Monitors and evaluates reporting dealing with compromise of classified information and personnel program documents which includes the special security files.